

MINUTES
REGULAR MEETING OF THE SANDPOINT CITY COUNCIL
September 19, 2018

OPENING Mayor Rognstad called the regular meeting of the City Council to order at 5:30 p.m. on Wednesday, September 19, 2018, in the Council chambers at City Hall, 1123 Lake Street.

ROLL CALL Council members Ruehle, Aitken, Aispuro, Darling, Williamson and Eddy were present.

PLEDGE OF ALLEGIANCE Mayor Rognstad led the Council and the public in the pledge of allegiance to the flag.

ANNOUNCEMENTS

Mayor Rognstad announced that public hearings will be held on the proposed silicon smelter in Newport, Washington, this evening in Newport and tomorrow night in Priest River at the Priest River Event Center, from 6:00 p.m. to 9:00 p.m. Persons can also provide comments on the Washington Department of Ecology website. The comment deadline has been extended to October 26, 2018. He anticipates that City Council will be approving formal comments to this issue during their regularly scheduled meeting on October 3, 2018.

City Administrator Jennifer Stapleton announced that the City launched the Engage Sandpoint app last week. Those using Android devices can download and install the Engage Sandpoint app from Google Play . Those using iPhones or other Apple devices will need to install the SeeClickFix app from the App Store, then search for City of Sandpoint. Engage Sandpoint is also accessible by visiting the City's website and Facebook page. Citizens can report issues and review what issues have been reported, along with the City's response. **Mayor Rognstad** added that the City of Sandpoint is the first city within the Pacific Northwest and the State of Idaho to have this particular app available.

Councilwoman Ruehle noted that a City resident utilized Engage Sandpoint to report a boat that was sinking at the City Marina. She commended City staff on their quick response. She announced that Schweitzer Mountain Resort provided a free chair lift ride to volunteers on Saturday morning for their work on the trail that connects to the Bureau of Land Management property. The Pend Oreille Pedalers are continuing their work on the watershed trail.

Mayor Rognstad announced that Kendon Perry, who currently serves on the Urban Renewal Board, and Heather Upton, who serves on the Historic Preservation Commission, have communicated that they are interested in serving another term. He said he is appointing Gregory Crettol to serve on the Planning and Zoning Commission in order to complete the term of Mark Remmetter, who recently resigned. He acknowledged Kendon Perry, Heather Upton and Gregory Crettol for their willingness to serve.

He thanked those who submitted applications with interest in serving on the Planning and Zoning Commission. After review of the structure of the City's volunteer citizen committees and commissions, there will be additional openings on various committees and commissions within the next few months, and the Mayor encouraged those who applied to

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serve on the Planning and Zoning Commission to consider applying to serve on other committees or commissions.

CONSENT CALENDAR

Councilwoman Williamson moved that items A-1 through C-3 be approved.
Councilwoman Ruehle seconded the motion.

A roll call vote resulted as follows:

Councilwoman Ruehle	Yes
Councilman Aitken	Yes
Councilman Aispuro	Yes
Councilman Darling	Yes
Councilwoman Williamson	Yes
Councilman Eddy	Yes

The motion passed by a unanimous vote of Council.

A. MINUTES

A-1 City Council regular minutes of September 5, 2018

A-2 Planning and Zoning Commission minutes of August 21, 2018

A-3 Urban Renewal Board minutes of August 7, 2018 and August 21, 2018

B. Bills in the total amount of \$1,435,740.12; \$894,360.09 for regular payables and \$541,380.03 for payroll.

C CONFIRM APPOINTMENTS TO CITY COMMISSIONS, ADVISORY COMMITTEES, AND BOARD

C-1 Heather Upton, Historic Preservation Commission, October 1, 2018 – September 30, 2021

C-2 Kendon Perry, Urban Renewal Board, October 1, 2018 – September 30, 2021

C-3 Gregory Crettol, Planning and Zoning Commission, September 19, 2018 – March 31, 2019

NEW BUSINESS

D. CITY COUNCIL WORKSHOP – DISCUSSION OF PROPOSED CHANGES TO OFF-STREET REQUIREMENTS AND LOADING FACILITIES

Mayor Rognstad recessed the regular meeting and convened into a workshop at 5:42 p.m. Planning and Zoning Commissioners Gregory Crettol, Tom Russell and Slate Camp attended.

Planning and Economic Development Director Aaron Qualls reported that, in 2009, City Council reduced parking requirements for residential uses city wide from two spaces per unit to 1.4 spaces per unit. At that same time, parking minimums for buildings within the boundaries of First Avenue, Cedar Street, Fifth Avenue and Pine Street, plus one-half block extending outward, were eliminated. The elimination of parking minimum requirements within and just outside of the downtown core has allowed for building use changes and expansions that would have likely not been feasible otherwise. Some examples include

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Joel's Mexican Restaurant expansion on Church Street, the Pend d'Oreille Winery (Belwoods) building expansion on Cedar Street, the Hive use change and remodel on First Avenue, as well as the Kochava Mobile Analytics Headquarters remodel and use change. Several projects outside the boundaries have been stalled due to parking requirements. In discussion with local land owners and developers, several other projects located just outside of the downtown core within the Commercial A zone have been discussed but have run into issues, such as new development at the Granary site, the vacant lot located on south Poplar and the condominium building located on Sand Creek. There are substantial fees associated with parking requirements. These issues were discussed with the Planning and Zoning Commission.

The most significant proposed change is consideration of expanding the deregulation area for non-residential uses only. This area expands to Poplar, Sixth Avenue, Lake Street and along the edge of Sand Creek. A reduction in off-street parking pushes parking to the street and presents enforcement challenges. If developers of current projects are unable to create on-site parking, they are charged \$10,000 per parking space that they can't provide for non-residential use only, would have to demolish a portion of or the entire building or they can attempt to enter into a shared parking agreement approved by the Planning and Zoning Commission. There is a specific dedicated fund for parking, and City Code allows the funds to be used for a parking study, a parking structure or the purchase of parking meters. It requires a mixed-use component within the Commercial A zone. Residential use requires parking spaces based on the number of units; commercial use is based on square footage. Currently, residential units larger than 1,000 square feet require 1.4 parking spaces per unit. The proposal is to revise minimum parking standards for residential uses by creating a provision for multi-family units smaller than 800 square feet, with one space required. Two parking spaces would be required for detached single family units in excess of three bedrooms.

Mayor Rognstad pointed out that, two years ago, Kaniksu Health Services approached City Council with a proposal to move downtown, requesting up to 120 parking spaces. It's important to look at how we can encourage more off-street parking by generating revenue for structured parking at the City parking lot or other areas in town. We should look at the parking in-lieu fee structure. He supports the credit system proposed by the Planning and Zoning Commission.

Councilman Eddy said that there should be consideration of implementing a parking fee at City Beach. The rates would be based on residency, with no charge for City residents. **Mayor Rognstad** said that the City's downtown off-street parking was restructured a couple of years ago because business owners and employees were parking on downtown streets and shuffled parking every two hours, which was discouraging downtown shoppers. Free parking at the City parking lot has provided more downtown parking on the streets. We could consider an all-day option for employers/employees to encourage more parking downtown.

Commissioner Slate Camp said there could be more parking available by utilizing the downtown private parking lots. A meeting with downtown businesses could be held to

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discuss incentives. City Administrator Jennifer Stapleton noted that the goal to conduct a parking study, according to the City's Strategic Plan, is within the subsequent fiscal year when First Avenue renovation is completed, in order to have a sense of the number of parking lots and their usage.

Steve Holt said that it's important to discuss the revenue stream for future parking, but mixing it with deregulation jeopardizes this issue. **Mayor Rognstad** felt expansion of the boundaries could be discussed separate from the funding issue but is uncomfortable with limited parking downtown. Jennifer Stapleton said that, in the areas where there's a mix of commercial and residential, there's an enforcement issue for adequate parking. Police Chief Corey Coon pointed out that the biggest issue with commercial zones is the concern with residents parking near the commercial area and the difficulty of regulating these parking zones. It will become more challenging when commercial expands into residential areas. The outside boundaries are more challenging.

Aaron Qualls said that the next step is for the Planning and Zoning Commission to hold a public hearing. This issue would come back to City Council within the next two months. City Council could have another workshop to review the other proposed provisions to City Code. **Councilwoman Williamson** asked if there could be a trial period for new proposed commercial development. **Mayor Rognstad** suggested treating new development similar to a conditional use permit process. A new business or a change in use could apply to be deregulated and not be required to meet parking requirements. They could approach the Planning and Zoning Commission on how they could mitigate the impact on neighboring businesses, with the Commission considering requests on a case by case basis. The Commission could consider whether it would be appropriate to deregulate based on the type of business and location. This would provide time to develop a long-range plan for parking regulations. **Councilwoman Williamson** felt that, instead of looking at what other cities do, data should be considered in order to make informed decisions. The Planning and Zoning Commission could explore this issue. Looking into the contentious issue of deregulation within the downtown core is worth exploring.

Councilman Aispuro referred to City Code regarding parking credits for affordable housing deed restrictions. He asked what qualifies as affordable housing. Aaron Qualls explained that at least 50% of the units are to be deed restricted for a minimum of ten years. Affordable units provide that no more than 40% of tenant household income shall go toward the payment of rent. City staff would have a copy of the recorded deed on file with the development agreement. Jennifer Stapleton stated having a copy of the deed restriction does not provide guarantee that they are in compliance during the ten-year period. She suggested requiring annual reporting.

Aaron Qualls said the Planning and Zoning Commission reviewed deregulating the entire Commercial A zone and removing the change of use provision. There was also discussion that, for property not within the boundary, parking requirements are for only the first 5,000 square feet. Commissioner Tom Russell said that a guiding principle for him is that, instead of planning too much around the automobile, moderate accommodations should be made for vehicles, so that people can consider other means of transportation. Aaron

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Qualls said that the goal is to have balanced regulation. A member of the public commented that it's a perception that there's not enough parking downtown; there's plenty of parking. The issue is that employers and employees park near businesses, preventing customers from using these spaces. The City parking lot is full every day. Revenue is needed for the City Beach parking lot. Ward Tolbom noted that he was involved with the Hudson Parking Study. This study determined that the City had parking needs, and it was a people problem.

Mayor Rognstad reconvened into the regular meeting at 7:20 p.m.

ADJOURNMENT The meeting adjourned at 7:20 p.m.

Shelby Rognstad, Mayor

ATTEST:

Maree Peck, City Clerk